



April 20, 2023

Kenneth Cassel, City Manager
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

**Department of
Housing & Economic
Development**

Strategic Planning Division

100 Australian Avenue - Suite 500

West Palm Beach, FL 33406

(561) 233-3600

www.pbcgov.com/hed

**Palm Beach County
Board of County
Commissioners**

Gregg K. Weiss, Mayor

Maria Sachs, Vice Mayor

Maria G. Marino

Michael A. Barnett

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Sara Baxter

Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
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RE: Urban County Qualification Process FYs 2024 - 2026

Dear Mr. Cassel:

On October 6, 2020, the Board of County Commissioners (BCC) executed an interlocal cooperation agreement (R2020-1519) with the Village of Tequesta as part of the Urban County Qualification Process for Federal Fiscal Years 2021-2023. Under this Agreement, the Village of Tequesta agreed to participate with the County in the creation of the Urban County Program jurisdiction for the receipt of federal community development funds from the U.S. Department of Housing and Urban Development (HUD).

The Agreement states, "*The agreement shall be automatically renewed at the end of the qualification period and at the end of each subsequent qualification period unless either party provides a written notice in which it elects to not participate in a new qualification period.*" The current three year qualifying period will expire on September 30, 2024 and will require your renewal to cover the October 1, 2024 to September 30, 2027 time period.

In order to continue participation in the Urban County Program and renew the Agreement, please execute the enclosed four (4) copies of the amendment to our interlocal cooperation agreement, and return them to HED no later than May 19, 2023. This is necessary because HUD has amended one of the clauses in the original agreement to promote adherence to regulations pertaining to non-discrimination in HUD programs or activities receiving Federal Financial Assistance.

In addition, please provide written confirmation of your continued participation in the Urban County Program utilizing the enclosed letter template. Please send your letter to the PBC Department of Housing and Economic Development, and also to HUD's Miami Field Office addressed as follows:

Lisa Johnson, Director
Community Planning & Development Division
U.S. Department of Housing and Urban Development
909 SE 1st Avenue, Room 500
Miami, FL 33131



Please contact Sheila Brown, Senior Planner, at (561) 233-3688 or sabrown@pbcgov.org, if you have any questions concerning this letter.

Sincerely,

A handwritten signature in blue ink that reads "Jonathan Brown".

Jonathan B. Brown, Director
Department of Housing and Economic Development

Enclosures

CC: Zoie Burgess, City Clerk, City of Westlake
Sherry Howard, Deputy Director, PBC HED
Carlos Serrano, SPO Director, PBC HED